

# Memorandum

**TO:** City Council

**FROM:** Tom Simonson , Assistant City Manager and Community Development Director

**DATE:** November 3, 2025

**SUBJECT:** Approval of services agreement with Stantec to conduct update of Shoreview Housing Study and support for the 2050 Comprehensive Plan Housing Chapter

**ITEM NUMBER:** 8.f

**SECTION:** CONSENT AGENDA

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## **REQUESTED MOTION**

To approve the services agreement with Stantec to conduct an update of the Shoreview Housing Study and support for the 2050 Comprehensive Plan Housing Chapter, as recommended by the economic development authority.

## **INTRODUCTION**

The economic development authority is recommending engaging the services of Stantec to update the Shoreview Housing Study that was completed in 2021. The consulting firm, which did the previous study, has submitted a professional services agreement outlining the scope of the proposed work program that is presented to the city council for formal approval. The study will be paid for through existing housing and redevelopment funds.

## **DISCUSSION**

The EDA engaged the services of the consulting firm Stantec to complete the Shoreview Housing Study back in 2021. This study report included demographic information on the community, housing stock conditions (including age, type, values, and affordability). Additionally, the study identified issues and challenges, and included recommended strategies and actions. This study has helped both staff and the EDA in guiding the housing work program and policies that have been adopted.

It has been four years since the housing study data was gathered and final report was completed. Since that time, there have been a number of changes in the housing market both locally and nationally. Shoreview has added a significant number of multifamily apartments during this decade. While the adoption of inclusionary housing regulations have resulted in affordable housing units being provided in many of these projects, there is still an overall shortage of housing and especially affordable housing. Furthermore, the EDA has discussed ways that the city could influence the development of more modestly priced housing that would offer more design types that meet the needs of the community.

Given the housing growth that has occurred since the last study, as well as market changes and new LAHA funding support, staff finds the timing is appropriate to initiate an update to the

previous study and complete a new housing needs assessment. An updated study will ensure the city can continue to make informed decisions, both from a planning and public finance perspective, help identify housing priorities, and evaluate current and future resources needed to accomplish goals and objectives.

At the May meeting, the board reviewed a preliminary outline of the study scope and provided the following comments and suggestions that will be incorporated into the project:

- Perhaps undertaking additional interviews with developers would be worthwhile since the market is in such flux these days (like the idea of adding some case studies of Shoreview projects)
- Keep in mind the upcoming 2050 Comp Plan to utilize the updated data and analysis for the housing chapter
- Tie this project to the current update of our development code where we are looking at a variety of changes to provide more flexibility on zoning regulations for additional housing options; address policy questions on potential resource and zoning rules to meet our housing needs for the community
- Consider a joint meeting of EDA/council and planning commission to discuss how development regulations are consistent with the needs and goals of the city
- Address housing needs, incentives and resources needed to provide for reinvestment in housing stock, and policies/priorities that best can accomplish our goals with the resources available (e.g. should we consider rental assistance, land trust opportunities)
- Stantec provide that dialogue and bring information from other cities on successful approaches in housing initiatives, programs, funding, and actions
- Information from developers about the types of housing people in Shoreview want to buy, other housing choices like villas, smaller homes, condominiums vs apartments, etc.

Stantec prepared the following outline of the proposed work plan based on their recommendations of what should be updated from the previous study along with the feedback from the EDA:

#### Demographics Update

- Update the six charts and three maps in the demographics section of the report.

#### Housing Inventory

- Add recent housing development to the maps and tables.

#### Housing Market

- Update the housing demand metrics.
- State-of-the-art version of the housing gap analysis. This utilizes current rental listing and property sales data to estimate rent levels and values across the parcel dataset, and lines that data up against corresponding real time data on household size and incomes, for a current, very detailed presentation of how the housing stock aligns with local household needs.
- Characterize housing needs.
- Stakeholder and developer interview on topics that include more detailed information on the demand for various housing products. Assumes six total

#### Housing Chapter of Comprehensive Plan

- Produce additional data needed to support the housing chapter in the upcoming

comprehensive plan.

### Housing Strategies

- Updated description of Shoreview's housing programs, including a progress report on strategies and initiatives undertaken since our work in 2021.
- Additional strategies and case studies/success stories for consideration, taking into consideration particular interest in:
  - Zoning code related strategies
  - Options for the use of LAHA funding
  - Effective use of the City's limited resources

### Meetings

- Three EDA/city council and/or planning commission meetings.

Stantec project lead Tom Leighton presented the general issues and recommended scope of the study to the EDA board in June. Based on that feedback, a formal services agreement prepared and presented to the EDA at their August 4 meeting. Total estimated cost is \$39,000, with \$34,000 for the housing study update and an additional \$5,000 for Stantec to assist and support the upcoming update of the housing chapter for the 2050 Comprehensive Plan. The full cost would be paid for through existing HRA fund.

The EDA passed a motion in support of moving forward with the update to the housing study and the services agreement with Stantec, and is recommending approval by the city council. The study work will begin this fall, with completion expected by late spring of next year.

### **RECOMMENDATION**

Staff is recommending the city council approved the services agreement as presented with Stantec to conduct an update of the Shoreview Housing Study and support for the 2050 Comprehensive Plan Housing Chapter, as supported by the economic development authority.

### **ATTACHMENTS**

[Shoreview Housing Study Update - Professional Services Agreement](#)